



Australian Government

RIICAM409 Manage civil infrastructure datasets

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with the RII Resources and Infrastructure Industry Training Package Version 8.0. Newly created unit.

Application

This unit describes the skills and knowledge required to document and manage civil infrastructure datasets. This includes an understanding of dataset functions and features.

The unit applies to those who work in a supervisory or paraplanning role. They generally perform a broad range of operational activities in their area of responsibility and are responsible for monitoring a safe work environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Civil Infrastructure Asset Management

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Determine organisational civil infrastructure dataset requirements	1.1 Obtain, interpret, clarify and confirm work requirements according to legislation, standards, regulations, codes, guidelines and manuals 1.2 Determine purpose of work activity and required outcomes 1.3 Identify and select civil infrastructure dataset according to task requirements
2. Implement procedures for managing civil infrastructure datasets	2.1 Configure dataset system start-up according to organisational vendor specifications 2.2 Securely store data collected into the dataset according to

	organisational procedures, legislative requirements, and industry practices 2.3 Document data findings in a retrievable format according to organisational policies and procedures and vendor specifications 2.4 Determine data integrity constraints according to organisational requirements 2.5 Modify the dataset according to task requirements 2.6 Save, back-up and close dataset according to vendor specifications
3. Review civil infrastructure dataset performance and security requirements	3.1 Review and document dataset security controls according to organisational requirements 3.2 Review dataset performance according to organisational requirements 3.3 Evaluate dataset capabilities for informing operational decision making 3.3 Monitor dataset storage according to organisational requirements 3.4 Manage access privileges, log files and dataset administration according to task requirements 3.5 Identify organisational areas for improvement in managing the civil infrastructure dataset and report to required personnel

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

Skill	Description
Numeracy	Performs mathematical calculations
Oral communication	Conveys information and requirements clearly and listens actively
Planning and organising	- Plans, organises and completes work according to defined requirements and schedules - Prioritises tasks and own workload for required outcomes
Technology	Uses required technological tools and software in collecting and documenting data

Writing	• Prepares information that complies with requirements, using sector-specific vocabulary, grammatical structures and conventions
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Unit Mapping Information

New unit.

Links

Companion Volume Implementation Guide is found on VETNet - -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=88a61002-9a21-4386-aaf8-69c76e675272>